

INFORMATION BULLETIN

WORKFORCE INVESTMENT ACT

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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: ETN SFP FUNDS – QUESTIONS AND ANSWERS

The purpose of this bulletin is to provide a list of answers to all questions submitted by entities interested in the operation of the Employment Training Network (ETN) contract as described within Information Bulletin [WIAB05-27](#) dated September 16, 2005. The questions and answers are as follows:

Q. Why is the State putting out a solicitation now for ETN services?

A. For the past 15 years, the contract for ETN services has been budgeted for two years. The current two-year contract was extended for six months and it ends December 2005. The new two-year contract will begin January 2006.

Q. With the on-site arrangement for two full-time employees, what are allowable expenses and what resources are provided (i.e. furniture, equipment, copying, etc.)?

A. Refer to pages 10 (budget plan), and Exhibits E and G for allowable expenses. Staff will be provided with office space, furniture, and equipment.

Q. Can the letters of reference from the Local Workforce Investment Areas (LWIA) come from management staff at the agencies with which we've worked, or do they have to come from the Administrators?

A. Per pages 6 and 19 of the Solicitation for Proposal (SFP), "At least (3) letters must be from the California LWIA Administrators." Therefore, each of the reference letters must be signed by the LWIA Administrator.

Q. Is the \$750 per day consulting fee a fixed fee, or can a fee be negotiated based on the specific service(s) to be delivered, with a \$750 maximum limit?

A. Refer to page 44 of the SFP. Consultant fees are limited to a maximum of \$350 per day for "peer to peer" consultant services and \$750 per day for state-level (identified as supporting three or more local entities) consultant services. As long as the maximum amount is not exceeded the cost could be negotiated as long as the appropriate service is provided.

Q. Will the existing consulting pool be active for this contract? Is the Employment Development Department (EDD) seeking expansion of the existing pool; if so, is there a process in place for approving new consultants?

A. The existing consultant pool information is the property of EDD and will be available for continued use by ETN. There is an ETN process in place for approving new consultants.

Q. What is the average size of the distribution list for the Information Exchange Newsletter?

A. Approximately 650.

If you have any questions regarding this information bulletin, please contact Dave Rexius, Manager of the Financial Management Unit at (916) 654-8502.

/S/ BOB HERMSMEIER
Chief
Workforce Investment Division